Provider E-Newsletter
Special Alert
National Provider Identifier (NPI)

Volume VI-NPI Alerts

DMAS NPI Update

The Department of Medical Assistance Services (DMAS) is in the final phase of National Provider Identifier (NPI) Re-Enrollment. Most providers have responded and are ready to begin using their NPI on all transactions. However, there are still a significant number of providers who have not responded to requests for their NPI. Beginning on May 23, 2007, DMAS will DENY all claims received from providers who have not re-enrolled with their NPI!

If providers need assistance, or need a replacement NPI Re-Enrollment packet, don't wait! Call the Provider Enrollment Unit today at 1-888-829-5373 (In-state toll free) or 1-804-270-5105 (Outside Virginia).

If you do not yet have an NPI, don't wait! Get your NPI now. You may do so by contacting the National Plan and Provider Enumeration System (NPPES) online at https://nppes.cms.hhs.gov or by calling 1-800-465-3203.

There are new documents outlining several helpful DMAS NPI Scenarios as well as the DMAS position on Healthcare Provider Subparts and Taxonomy Codes available on the DMAS NPI Web Page. To view these documents, go to http://www.dmas.virginia.gov/npi-home_page.htm and select "What's New".

If you have questions about the use of the NPI with the Virginia Medicaid Program, you may e-mail us at: NPI@dmas.virginia.gov

Getting an NPI is Free – Not sharing it with DMAS can be Costly!

DMAS API Update

Atypical Providers will not need to apply for a new number or complete a re-enrollment packet. Your Atypical Provider Identifier (API) will be communicated to you through a DMAS letter that will be sent to you via the United States Postal Service in February, 2007.

Please visit http://www.dmas.virginia.gov/npi-API.htm for more information on Atypical Providers.

NPI: Get It! Share It!

The Department of Medical Assistance Services (DMAS) has adopted the NPI as the standard for identifying all healthcare providers on all transactions (ARS, Claims, PA), including paper claims.

Get your NPI NOW!
National Plan and Provider Enumeration System (NPPES): https://nppes.cms.hhs.gov

Providers need to be aware that obtaining an NPI is only the first step. The next step is to share their NPI with payers well in advance of the May 23, 2007 compliance date.

Share your NPI NOW!
Completed forms, packets and Group rosters should be sent to:

First Health Services Corporation
Provider Enrollment Unit
PO Box 26803
Richmond, VA 23261-6803
804-270-7027 (Fax)

To request a replacement NPI Re-Enrollment Packets call the First Health PEU: 1-888-829-5373 (In-state toll free) or 1-804-270-5105 (Outside Virginia)

Failure to complete your NPI Re-Enrollment Packet will result in the provider not being able to conduct business transactions (ARS, Claims, PA) beginning on the NPI compliance date of May 23, 2007.

New Web Portal for the Automated Response System (ARS)

The Department of Medical Assistance Services (DMAS) is implementing a new Automated Response System (ARS) Web Site on 2/19/07. The ARS supports more than 13,000 Medicaid Providers currently registered for the no-cost option of obtaining claims and eligibility information online. Many new features will be found on the Web Site including improved access to business information needed by Medicaid providers as well as the User Administration Console (UAC). The UAC will allow you, the provider, to manage your own ARS access for one or more users. The UAC is an application that allows the provider to assign a Delegated Administrator for its office or facility. The UAC can then enable access to anyone in the provider's office or facility with a business need to access ARS information on the provider's behalf. There will no longer be a limitation of only one ARS user associated to an individual Provider Identification Number. Once users have successfully completed the registration process for the UAC, they may not begin to utilize its enhanced capabilities in conjunction with the ARS until March 26, 2007. All users must continue using their existing ARS access until March 26, 2007, in order to obtain claims and eligibility information online. Please click here for a link to the Medicaid Memorandum http://www.dmas.virginia.gov/downloads/pdfs/mm-AutoResponseSystem%20_ARS_Memo_1_19_07.pdf

WebEx and Upcoming Training Sessions

The Department of Medical Assistance Services offers NPI Question and Answer sessions through the WebEx training system found on the DMAS website. These sessions allow a provider to ask questions directly to an NPI subject matter expert. Some of the subjects that are covered include:

- NPI Get It, Share It
- Dual Use
- NPI:Q&A with DMAS
- National Taxonomy

Please visit the DMAS website for upcoming NPI training sessions at: http://www.dmas.virginia.gov/downloads/pdfs/ln-NPI_Letter_Tax_EDI_ARS_DU.pdf

The Department of Medical Assistance Services has also posted recorded WebEx Sessions in preparation for the NPI and in support of the Medicaid Program.

The recorded sessions are provided to assist you in understanding the requirements for conducting business with the Department of Medical Assistance Services as it pertains to the NPI.

The recorded sessions add value for you, the provider, when the recorded sessions are viewed prior to a LIVE session.   Please click here to view the recorded sessions:

 https://dmas.webex.com/mw0302l/mywebex/default.do?siteurl=dmas Click on the recorded session section found on the column to the left under "Attend a session".

Medicaid Memorandums on NPI

There are several Medicaid Memos which address different NPI related topics which will be published over the next few weeks.

Watch for these upcoming Medicaid Memos on the DMAS website at http://www.dmas.virginia.gov/pr-medicaid_memos_providers.htm :

- National Taxonomy
- Dual use Implementation
- Atypical Enumeration
- UB-04 Billing

Testing Electronic Transactions for NPI

DMAS currently supports the submission of HIPAA-mandated electronic transactions.   DMAS is upgrading its systems to begin using the National Provider Identifier (NPI).   The purpose of this memorandum is to inform you of the schedule for the testing and implementation of electronic transactions containing NPI numbers.

DMAS is actively testing the use of NPI numbers in electronic transactions with vendors, providers and clearinghouses All submitters of electronic transaction are strongly encouraged to test their electronic transactions with First Health (the DMAS fiscal agent) as soon as possible beginning January 15th.

DMAS will implement the NPI-compliant system in the first quarter of 2007 using a 'dual-use' approach. A Medicaid Memorandum will be sent to notify you of the actual start date of the dual-use period 30 days prior to implementation. Before that date, all transactions will continue to be processed using the current Medicaid ID.

Beginning on the dual-use date in the first quarter of 2007, any transaction containing an NPI number will be processed using the NPI. If an NPI is submitted on an inbound transaction during the NPI dual-use period, the NPI will be returned on its corresponding outbound transaction. If the Medicaid ID is also included on a transaction that has an NPI, it will not be used.

All submitters <u>must</u> be using NPI numbers by May 23, 2007. Effective that date, electronic transactions with legacy, 9-digit Medicaid Provider numbers will be rejected. View the December 21 Medicaid Memorandum regarding Testing Electronic Transactions for the National Provider Identifier (NPI) at: http://www.dmas.virginia.gov/downloads/pdfs/mm-NPI_12_26_06.pdf .

NPI Implementation Schedule

June 2006 through March 2006 – NPI Re-Enrollment: DMAS sent out NPI Re-Enrollment packets to all active healthcare providers participating in the Virginia Medicaid Program by the end of 2006. Providers who have not shared their NPI with DMAS by returning a completed NPI Re-Enrollment Packet should do so immediately!

Through First Quarter 2007: DMAS will continue to use only the Medicaid provider identification number in processing claims and issuing prior authorizations. (NPIs submitted on electronic transactions will be stored but will not be used when processing the transaction).

Second Quarter 2007 through May 22, 2007 – Dual Use: DMAS will allow dual use of either the Medicaid provider identification number or the NPI. During this phase, if the NPI is submitted, claims will be processed utilizing the submitted NPI even if the Medicaid identification number is also indicated on the claim. Should you submit an electronic 837 claim transaction that includes your NPI, and you are receiving an electronic 835 remittance advice, your remittance will be generated utilizing the NPI on your claim. <u>A Medicaid Memorandum will be mailed to you at least 30 days in advance to notify you of the confirmed start date for the dual use period.</u> You can also visit the DMAS website at http://www.dmas.virginia.gov/ for frequent updates. **Please note that the dual use implementation date has not yet been finalized.**

May 23, 2007 – NPI Compliance: DMAS will only accept claims having an NPI/API. After May 22, 2007, DMAS will accept the Medicaid provider number <u>only in rare situations</u> from providers who have not been able to obtain an NPI (example: because of retirement) and the date(s) of service on the claim is prior to May 23, 2007. In this situation, claims and adjustments with a legacy Provider Identification Number must be submitted on paper claim forms.